

WST2

WSDOT's Highways & Local Programs and
WST2 Center present:

Construction Documentation

Documentation of Road Construction Projects with FHWA Funding

December 7, 2004 (#691)	WSDOT North Central Region Hdq., 1551 Wenatchee Ave. N., Wenatchee, WA 98807 (509) 667-3000
January 11, 2005 (#692)	Burlington Fire Department, 250 E. Sharon Ave., Burlington, WA 98233 (360) 755-0261
January 12, 2005 (#693)	WSDOT Northwest Region, 15700 Dayton Avenue N., Shoreline, WA 98133 (206) 440-4000
February 2, 2005 (#694)	Clark County Public Service Center, Comm. Hearing Room 680, 1300 Franklin St., Vancouver, WA 98666 (360) 397-2232
February 15, 2005 (#695)	City of Port Angeles, 321 East 5 th , Port Angeles, WA 98362, (360) 457-0411
February 16, 2005 (#696)	Pierce Co. Library Processing & Administrative Center, 3005 - 112th Street E., Tacoma, WA 98446 (253) 536-6500
March 15, 2005 (#697)	WSDOT Northwest Region, Northup Maintenance Facility, 10833 Northup Way NE, Bellevue, WA 98004 (425) 739-3700
March 16, 2005 (#698)	WSDOT Kent Maintenance Facility, 26620 68th Avenue S., Kent, WA 98031 (253) 372-5681
October 25, 2005 (#699)	WSDOT Eastern Region Headquarters, 2714 N. Mayfair St., Spokane, WA 99207 (509) 324-6000
December 13, 2005 (#700)	WSDOT Northwest Region, 15700 Dayton Avenue N., Shoreline, WA 98133 (206) 440-4000
December 14, 2005 (#701)	WSDOT Kent Maintenance Facility, 26620 68th Avenue S., Kent, WA 98031 (253) 372-5681

(The phone numbers at the above training facilities are to be used in case of emergency to contact a student in the class.)

Cost: Free

Time: 8:00 am to 4:00 pm

Maximum Class Size: 35

**Instructor: Ken Hash, Assistant Local Programs Engineer
WSDOT Southwest Region**

Target Audience

Field inspectors and office staff.

Description and Objectives

This course covers the three phases of contract documentation of public works projects with FHWA funding; pre-contract, contract, and post-contract. Local agency and contractor's documentation is discussed, with a strong emphasis on the documentation requirements of the field inspector. On completion of this course, participants will have a working knowledge of:

- Required documentation that will be submitted by the contractor.
- Required documentation for acceptance of contract materials.
- Daily inspector's documentation of the contract work.
- Source documentation for the monthly progress payment to the contractor.



Washington State
Department of Transportation

Local Programs Engineers from each WSDOT region will be on hand at each class to answer questions from their agencies.

Questions? Contact Laurel Gray at (360) 705-7355 or GrayL@wsdot.wa.gov.

Registration

Please register on-line using this link: [On-line Registration Form](#). Fill in the requested information*, select your class from the drop-down list, then press "Submit." You will receive an e-mail notification with driving directions to the training site when we process your request. **If you do not receive this e-mail notification within a day or two, you may not be registered and should contact us by phone.**

*A "unique identifier" for each student is required when registering on-line. It may contain 3 to 8 alphanumeric characters and be your phone number, a pet's name, your birthstone, birthdate, etc. but please make it something you will remember. Our computer matches your last name with your identifier to automatically register you into a class (providing there is space available).

Confirmation letters are mailed three weeks before the class. If you are unable to attend, someone else from your agency may attend in your place. To cancel your registration, or for assistance with registration, e-mail wst2center@wsdot.wa.gov or schmidw@wsdot.wa.gov or phone (360) 705-7386.

(Disability accommodations provided upon request.)

Washington State Technology Transfer Center's Web Page

www.wsdot.wa.gov/TA/T2Center/t2hp.htm

